

## Job Posting & Description

**Position:** Deputy Prosecuting Attorney

**Department:** Huntington County Prosecuting Attorney's Office  
201 N. Jefferson St., Room 420  
Huntington, Indiana 46750

**Salary:** \$45,000-\$47,000, depending upon experience

**Starting:** To be arranged

**Essential Duties:** Reviews investigations and police reports for misdemeanor and felony cases in the Huntington Superior Court. Files criminal charges and represents the State of Indiana during criminal proceedings, such as initial hearings, pre-trial hearings, suppression hearings, jury and bench trials, sentencing hearings and probation revocation hearings.

Provides consultation to law enforcement and assists them in obtaining search warrants. Serves on a 24-hour call rotation for law enforcement questions/consultation.

Performs related duties as assigned.

**Job Requirements:** Licensed to practice law in the state of Indiana and a Doctorate of Jurisprudence from an accredited law school.

Prior prosecution and/or jury trial experience strongly preferred.

Highly skilled at oral and written communication.

Ability to work evenings and weekends, as necessary.

Ability to serve on 24-hour call rotation and respond decisively in a short period of time.

Ability to operate office equipment, such as a computer, fax machine, copier and telephone.

Possesses a valid driving license.